

**SCOTTSDALE PUBLIC LIBRARY ADVISORY BOARD
MEETING MINUTES
Civic Center Library Board Room
September 15, 2004**

Members Present: Judith Crider, Chair
David Berry
R. Jerry Hargitt
Camille Schmidt
Linda Tardie

Members Absent: Nancy Walker

Others Present: Rita Hamilton, Library Director
Mary Johnson, Library Operations Manager
Sharyn Pennington, Library Operations Coordinator
Bill Pillow, Public Services Manager
Debbie Tang, Facilities & Special Projects Manager
Mary Warner, Administrative Secretary (minutes)
Martha Ecton, Scottsdale Resident

CALL TO ORDER

Mrs. Crider called the meeting to order at 3:30 p.m.

APPROVAL OF MINUTES

Mrs. Crider asked for a motion to approve the minutes of the June 16, 2004 meeting.
Mr. Hargitt so moved; Mr. Berry seconded, and the motion carried 6-0.

LIBRARY STAFF REPORTS OF CURRENT EVENTS (A.R.S. 38-431.02 (K))

Statistical Report – Sharyn Pennington

2003/2004 Statistical Review

Library Collection	820,839
Items Circulated	2,050,807
Attendance	1,374,067
Volunteer Hours	34,283
Customers Using Public Computers	412,361

The Gift & Memorial Trust Account received \$30 for the month; expenses were \$249.67. In the Library Book Sale Special Revenue Account, August income from sales was \$16,637.00 and expenditures were \$3,941.25.

Library Director's Report – Rita Hamilton

Ms. Hamilton welcomed the Board members and briefly reviewed summer events at the library, including the unexpected passing of Library Assistant Natalie Abbott and Library Assistant Dan

Hill's critical auto accident. She said that Public Service Manager Bill Pillow is retiring after 27 years of service to the library and there is a national recruiting effort to fill his position. Ms. Hamilton invited the board members to attend Bill's farewell event on September 30.

Ms. Hamilton distributed a new library brochure that lists all the library resources and services available to the business community, including reference materials, online databases and websites, public meeting rooms and library staff services.

Ms. Hamilton referenced a recent *Tribune* article regarding the new Arabian Library project, which was approved by City Council and funded by a 2000 bond measure. She said the library will present the proposed plans at the October board meeting.

Ms. Hamilton said that the library's outdated computer system was down twice during the summer, necessitating manual recording of all transactions. The events caused a large backup of materials, and she was very proud of how the staff put forth a tremendous effort working extra shifts to maintain services and keep materials in circulation.

Ms. Hamilton addressed the recently publicized issue of computer filters in libraries. She told the board that Scottsdale Public Library System does filter all computers; staff can disable the filter for adults who request it – not for children. This policy complies with State law on the display of materials harmful to minors and with the federal Children's Internet Protection Act.

The library had a great Summer Reading Program and Ms. Hamilton said that participation was up by 30% in Scottsdale, leading all other Valley libraries in increased registrations. Scottsdale libraries signed up 6,028 children and 1,085 teens and produced 62 children's programs and 21 teen programs throughout the summer. The popular Food for Fines program where donated food items are accepted to forgive overdue fines is now underway for the benefit of Scottsdale's Vista Del Camino community center. The library revised its cell phone policy and will now allow use of cell phones throughout the buildings as long as they do not disturb others.

How'd We Do? Report – Rita Hamilton

Ms. Hamilton reviewed the August 2004 customer comment report and answered questions from the board.

Library Services Highlight

Born to Read Program – Marsha Greene

Ms. Greene said the library received an LSTA grant for \$24,500 to reach the parents of children ages 0-5 years through the birthing units of Scottsdale Hospital North and South and local clinics where it is anticipated that there will be 5,000 births this year. New parents will receive a board book for their babies and a coupon to bring to the Scottsdale libraries for book bags, additional board books and magnets. They will also receive information on library services, community services, and how important it is to read to their infant.

ITEMS REQUIRING BOARD ACTION

Expenditures:

September 2004

Adult Programming - year long	\$	2,000
<i>Born to Read</i> program - supports LSTA grant	\$	18,500
Library Marketing	\$	4,000
Volunteers - Book Corral Merchandise (FY04/05)	\$	4,000
Volunteers - Hearts & Flowers Volunteer Appreciation Luncheon	\$	8,000
Teen Advisory Board / Book Discussion Group	\$	1,000
Motheread AZ	\$	1,500
Teen Read Week	\$	750
Mustang - Book Corral Merchandise Shelving	\$	4,800
Palomino - Microphone	\$	400
Palomino - Projector	\$	3,420
Lesson Plans / Computer classes	\$	400
Total	\$	48,770

After discussion, Mrs. Crider asked for a motion to approve the September 2004 proposed expenditures. Ms. Schmidt so moved; Mr. Hargitt seconded and the vote carried 6-0.

Acceptable Use of Electronic Resources Policy

Ms. Hamilton explained that this policy states that the library follows the Arizona Revised Statutes regarding materials that are harmful to minors as well as the federal Children's Internet Protection Act (CIPA), which mandates filtering to prevent children from exposure to inappropriate material.

In Item 5 of the policy, under Procedures, Mrs. Crider requested adding verbiage that the parents of the offending youth would be contacted before the youth was escorted from the library. Ms. Hamilton said this wording would be added to the policy. It was also requested that if there is an increase in incidents of this nature in the library, staff should so advise the board and they would revisit the issue.

Mrs. Crider then asked for a motion to approve the Acceptable Use of Electronic Resources Policy as amended in Item 5 under Procedures. Mrs. Tardie so moved; Mr. Berry seconded and the motion carried 6-0.

Loan Guidelines Policy

Ms. Hamilton explained that this policy states library limits of borrowed material, and regulations on suspension of borrowing privileges, overdue notices and customer reserves.

Mrs. Crider asked for a motion to approve the Loan Guidelines Policy. Mr. Hargitt so moved; Mrs. Schmidt seconded and the motion carried 6-0.

Walk of Literacy – Proposed Waterfront Project Idea

Ms. Hamilton reported that a citizen suggested having a public art project honoring great American authors incorporated into the proposed Scottsdale Waterfront Project. Comparable to the stars on Hollywood Boulevard, he suggested that authors would be immortalized along a waterfront walkway, beginning with authors of the classics and adding the names of popular and local authors over time.

Councilman Wayne Ecton has requested that the Public Art Commission review this suggestion, and asked if the Library Advisory Board would be willing to send a letter in support of the project to the Public Arts Commission.

After discussion, Mrs. Crider asked for a motion requesting that library staff draft a letter from the board to the Public Arts Commission supporting a public art project celebrating authors and literacy for the proposed Scottsdale Waterfront Project. Mr. Hargitt so moved; Mr. Berry seconded and the motion was approved unanimously 6-0.

INFORMATIONAL ITEMS

Mrs. Crider extended best wishes to Mr. Pillow on his retirement and expressed appreciation on behalf of the Board for his service to the Scottsdale community and the library.

Mrs. Crider extended congratulations to Mr. Hargitt on receiving the *Call to Service* award, the highest honor of the President's Volunteer Service Award.

Mrs. Crider invited the board to attend the Unsung Community Hero Breakfast on October 7, which honors citizens who perform volunteer service to the community and have never before received an award.

Announcements/Issues for Future Discussion

Mrs. Crider announced that the next meeting would be held on October 20, 2004.

ADJOURNMENT

There being no further business, Mrs. Crider adjourned the September 2004 Library Advisory Board meeting at 4:42 p.m.

Mary Warner, Administrative Secretary